

RTM ORIENTATION

December 7, 2017

1. Roll Call
2. Introductions
3. "Guide to Town Government"
 - Town Council
 - Town Manager
 - Board of Education
 - Representative Town Meeting
4. RTM in Charter
 - Charter Sec 4.1 – 4.6 RTM
 - Charter Sec 9.4 Duties of the RTM on the Budget
 - Charter Sec 9.6 Financial Powers of the RTM
5. RTM Agenda – December 13, 2017 Agenda
6. RTM Rules
7. Committee meetings
 - If you can't make a meeting or a committee meeting – call the Chair or Town Clerk 860-441-6640
 - Committee attendance is very important
8. Freedom of information law requirements and Parliamentary Procedure.